



GRAND LAKE BOARD OF TRUSTEES WORKSHOP AND MEETING MINUTES

Monday, April 27, 2026, 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

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

2. Pledge of Allegiance

Mayor Bergquist led the Pledge of Allegiance.

4. Announcements

Mayor Bergquist requested that all cell phones be turned off during the meeting.

The Mayor announced that following the swearing-in of the Mayor and Mayor Pro Tem, she will be excused from the remainder of the meeting. Any questions regarding her absence should be directed to Town Manager Kudron.

5. Roll Call

Present: Mayor Bergquist; Mayor Pro-Tem Sobon; Trustees Arntson, Causseaux, Miller, Mills, and Schoenherr; Town Attorney Krob; Town Manager Kudron; and Town Clerk Carrell.

6. Conflicts of Interest

None.

7. Mayor's Report

Mayor Bergquist expressed her appreciation to the Board of Trustees for their service and support, noting the upcoming transition. She gave special thanks to Mayor Pro Tem Michael Sobon for his leadership, dedication, and partnership, and wished him continued success in his future endeavors.

8. Manager's Report

A. April 27, 2026

Department Notes

- Finance

- Our Caselle contract expires at the end of June. Caselle was not willing to extend the contract for anything less than a year. Because of the success the Town and OpenGov team has had,

our Go Live date for the financial suite will be June 30th, 75 days ahead of schedule. OpenGov will be on site the week of June 1, 2026, managing final conversion that week.

- Budget module is scheduled for implementation in July ensuring our entire budget process will be completed on the new system.
- Water bills have been mailed.
- The new utility billing module will be ready for Q3 billing.

- **Code Enforcement**

- The Bear, raccoons and other trash loving critters have woken from their winter slumber. The community has been responsive to incidents. It is expected that with the return of second homeowners and more visitors, an increase in activity is expected.

- **Planning**

- *There is an opening on the Grand Lake Planning Commission. A full commission ensures the best representation possible.*
- The Next scheduled Planning Commission meeting is May 6, 2026
- Our onsite planner from Ayres, Emily Weber will begin in the office May 5th, 2026

- **Public Works**

- We have received a quote for the chipping and removal of Town slash located mainly at the Mathews property. This is the result of nearly three years of material being cleaned from around town. The Town would keep usable chippings and the rest would be removed.
- The weekly running order includes many tasks that would be done in May and June.
- Access from Foxy Ln and Mad Moose is being restricted by a gate. This is at the request of the HOA during the annexation process and to keep visitors from strolling into that unimproved land.
- A 'Your Speed' sign has been posted on Portal Rd

- **Grand Lake Center**

- The new backboards have been installed at the Center. They work great!
- Lighting upgrades have been completed throughout the public spaces
- Concrete patch has been completed in front of the clinic

- **Marketing/Events/Visitor Center/Communications**
 - Finalizing 2026 Guidebook
 - Marketing add-ons rollout process has started
 - Received two CTO grants for social media co-ops - one will run week of 4/23 and the other in July
 - Held meetings with GCCTB, GCEM/PIO, Simpleview/Granicus, Hermann Global, Pixel n Pine
 - Small turnout for Dark Sky events but looking forward to gaining momentum on events in the future
 - I've included the updated Headwaters logo for your final input

- **Clerk**
 - Met with BIS Background Services to review our account and services
 - Scheduled a free community TIPS Training for Sunday, May 31 from 12:00–2:00 p.m. (lunch will be provided)
 - Working on UEI renewal
 - Trained Stephanie Rhone on the payroll process as she begins transitioning into this responsibility
 - Preparing for the upcoming Cemetery Committee meeting on May 26
 - Working on Grand Lake Chamber of Commerce trademark transfers and renewals
 - Mailed business license update memos to all license holders; email notifications were also sent on Friday, April 24
 - Met with AIMS Community College to enroll Jack Crawford and Jimmy Cowan in CDL training for this summer
 - Met with Paychex HR to continue building out our platform; first official training is scheduled for Monday, April 27
 - Began processing the Verts marijuana license renewal, which is anticipated to go before the Board for approval at the June 8 meeting

- **Intergovernmental**
 - Our CEO grant intake is going well. Our initial scoping meeting was held April 21, 2026
 - Staff met with the engineer and Three Lakes Watershed on final review of the bid package for phase 1 work of the Stormwater Improvement Plan. This work, being done through a grant from the Windy Gap Environmental Fund will improve stormwater movement from Park Ave into Shadow Mtn Lake.

- **Water Department**
 - Summer water will turn on as normal. No changes to operations.

- **Marina**
 - Based on water conditions, the Marina will try to open for Memorial Day Saturday and Sunday which is a week earlier than usual (May 23 & 24, 2026).

- **Pay as You Throw**
 - Normal Operations

- **Space to Create**
 - The project continues to be well ahead of schedule
 - Water has been charged
 - Meters for water and electricity have been installed

- **Conference Recap**
 - The Main Street USA Conference was both rewarding and inspirational. To be with a group of towns, districts and communities that love their Town's authentic individualities. I attended several meetings that highlighted the ways communities use their story to keep their identity and find ways to pay for it.
 - On Monday, Gayle Langley hosted a reception for the 20 other Colorado Main Streets. It was a great opportunity to meet the Colorado staff as well as many of the other Main Street communities in the state.
 - The sessions I attended were:
 - Harnessing the Art of Storytelling for Community Engagement
 - Falling in Love with Rural Places
 - The Durability of Main Street: Lessons, Momentum and the Road Ahead
 - Turning Assets into Strategic Action
 - Civic Leaders Forum
 - From Chaos to Clarity: Facilitation Tools for Effective Community Engagement
 - From Blurry to Brilliant: Focusing your Lens on Main Street
 - The Magic of Identifying and Understanding your Community Assets
 - Building Strong Economies through Strong Communities
 - I am happy to share any of these presentations that are available at your request

Upcoming Event Highlights

- May 12, 2026, Historical Happenings – Community House

- May 15, 2026, Upstage Youth Theatre Fundraiser – Community House
- May 16, 2026, Spring Clean Up/Arbor Day – Town Park, Town
- May 23, 2026, Grand Art Council’s Comedy Night – Community House
- May 25, 2026, Memorial Day Celebration/Parade – Town Park, Grand Ave
- June 4, 2026, Community Picnic – Grand Lake Center Park

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

Next Board Meeting: May 11, 2026

9. Public Comments (Limited to 3 Minutes)

Mickey Rourke, 1015 Mountain Avenue- Mr. Rourke inquired whether the Pitkin Annex building, currently housing the Rocky Mountain Folk School, will be staying at its current location. The Board confirmed that it will remain at that location.

10. Consent Agenda

A. Accounts Payable- April 27, 2026

B. Meeting Minutes- April 13, 2026

Trustee Miller motioned to approve the consent agenda for April 27, 2026. Trustee Arntson seconded the motion, and Town Clerk Carrell called for a vote.

Trustee Schoenherr	Aye
Trustee Miller	Aye
Trustee Causseaux	Aye
Trustee Arntson	Aye
Trustee Mills	Aye
Mayor Pro Tem Sobon	Aye
Mayor Bergquist	Aye

3. Swearing-in of Mayor & Trustees

Mayor Bergquist presented plaques to Mayor Pro Tem Sobon and Trustee Mills in recognition of their service.

Mayor Pro Tem Sobon and Trustee Mills vacated their seats.

Town Clerk Carrell administered the oath of office to Christina Bergquist, Mayor, and Jim Schoenherr and Bob Miller, Trustees.

11. Financial Review

A. March 2026 Financial Report

12. Items of Discussion

A. Consideration of Appointment of Mayor Pro-Tem

Trustee Miller moved to appoint Trustee Arntson to serve as Mayor Pro-Tem for the current Board term. Trustee Causseaux seconded the motion, and Town Clerk Carrell called for a vote.

Trustee Causseaux	Aye
Trustee Miller	Aye
Trustee Arntson	Aye
Trustee Schoenherr	Aye
Mayor Bergquist	Aye

B. Consideration of Appointment of Financial Trustee

Trustee Causseaux moved to appoint Trustee Miller to serve as Financial Trustee for the current Board term. Trustee Arntson seconded the motion, and Town Clerk Carrell called for a vote.

Trustee Schoenherr	Aye
Trustee Causseaux	Aye
Trustee Miller	Aye
Mayor Pro-Tem Arntson	Aye

C. Consideration of Appointment of Town Officers

Trustee Schoenherr moved to appoint Alayna Carrell as Town Clerk for the Town of Grand Lake. Trustee Causseaux seconded the motion, and Town Clerk Carrell called for a vote.

Mayor Pro Tem Arntson	Aye
Trustee Miller	Aye
Trustee Schoenherr	Aye
Trustee Causseaux	Aye

Trustee Causseaux moved to appoint Sarah Weekes as Town Clerk Pro-Tem for the Town of Grand Lake. Trustee Miller seconded the motion, and Town Clerk Carrell called for a vote.

Trustee Schoenherr	Aye
Trustee Miller	Aye
Trustee Causseaux	Aye
Mayor Pro Tem Arntson	Aye

Trustee Schoenherr moved to appoint Stephanie Rhone as Town Treasurer for the Town of Grand Lake. Trustee Causseaux seconded the motion, and Town Clerk Carrell called for a vote.

Trustee Miller	Aye
Trustee Schoenherr	Aye
Trustee Causseaux	Aye
Mayor Pro Tem Arntson	Aye

Trustee Schoenherr moved to appoint the Krob Law Office, LLC. as Town Attorney for the Town of Grand Lake. Trustee Causseaux seconded the motion, and Town Clerk Carrell called for a vote.

Trustee Miller	Aye
Trustee Schoenherr	Aye
Trustee Causseaux	Aye
Mayor Pro Tem Arntson	Aye

Trustee Schoenherr moved to appoint Natascha O’Flaherty as Town Judge for the Town of Grand Lake. Trustee Causseaux seconded the motion, and Town Clerk Carrell called for a vote.

Trustee Causseaux	Aye
Trustee Schoenherr	Aye
Trustee Miller	Aye
Mayor Pro Tem Arntson	Aye

D. Direction to Staff Regarding Process to Fill Board of Trustees Vacancies

Trustee Causseaux explained that the applicant was unable to run for reelection due to being out of the country during the nomination period and therefore is seeking to return to the Board through the appointment process.

Trustee Causseaux moved to direct staff to get Dennis Mills letter of interest to be appointed at the May 11th board of trustees meeting, and also to direct staff to post a Notice of Vacancy and Request for Applicants, establish a submission deadline of June 12, 2026, and proceed with interviews at the June 22, workshop, followed by the appointment and swearing-in of one Trustees at that evening’s meeting. Trustee Schoenherr seconded the motion, and Town Clerk Carrell called for a vote.

Trustee Miller	Aye
Trustee Schoenherr	Aye
Trustee Causseaux	Aye
Mayor Pro Tem Arntson	Aye

E. Consideration of Special Event Permit and Resolution 34-2026 – KFFR Membership Drive Spring Concert

Morgan Collin presented on behalf of KFFR.

Trustee Schoenherr motioned to approve the Special Event Permit Application and Resolution 34-2026, setting certain fees for KFFR’s “KFFR Membership Drive Spring Concert” event to be held June 6, 2026. Trustee Arntson seconded the motion, and Town Clerk Carrell called for a vote.

Trustee Causseaux	Aye
Trustee Miller	Aye
Trustee Schoenherr	Aye
Mayor Pro Tem Arntson	Aye

F. Consideration of Resolution 35-2026 – Purchase of Pontoon Boats for Headwaters Marina

Trustee Schoenherr motioned to approve Resolution 35-2026, a resolution approving the purchase of three Bennington Pontoon Boats for the Town-owned Headwaters Marina. Trustee Causseaux seconded the motion, and Town Clerk Carrell called for a vote.

Trustee Causseaux	Aye
Trustee Miller	Aye
Trustee Schoenherr	Aye
Mayor Pro Tem Arntson	Aye

G. Consideration of Heckert Pavilion Curtain Replacement

Trustee Schoenherr moved to direct the Town Manager to approve the quote and purchase replacement curtains for the Heckert Pavillion. Trustee Causseaux seconded the motion, and Town Clerk Carrell called for a vote.

Trustee Miller	Aye
Trustee Causseaux	Aye
Trustee Schoenherr	Aye
Mayor Pro Tem Arntson	Aye

H. Direction on East Grand School District Impact Fees and Fee-in-Lieu Policy

Trustee Schoenherr moved for staff to prepare the necessary documentation to update the Town’s policy regarding School District impact fees. Trustee Causseaux seconded the motion, and Town Clerk Carrell called for a vote.

Trustee Causseaux	Aye
Trustee Schoenherr	Aye
Trustee Miller	Aye
Mayor Pro Tem Arntson	Aye

13. EXECUTIVE SESSION PURSUANT TO SECTION 24-6-402(4)(b), C.R.S. TO CONFER WITH THE TOWN ATTORNEY FOR THE PURPOSE OF RECEIVING LEGAL ADVICE ON SPECIFIC LEGAL QUESTIONS AND PURSUANT TO SECTION 24-6-402(4)(e), C.R.S. TO DETERMINE THE TOWN POSITION REGARDING NEGOTIATIONS, ALL IN CONNECTION WITH A REQUEST FROM THE BAUMANN'S FOR A LICENSE TO ALLOW THEIR EXISTING HOUSE AND DOCK TO CONTINUE TO ENCROACH ONTO TOWN PROPERTY

Trustee Causseaux moved to enter into executive session pursuant to section 24-6-402(4)(b), C.R.S. to confer with the Town Attorney for the purpose of receiving legal advice on specific legal questions and pursuant to section 24-6-402(4)(e), C.R.S. to determine the town's position regarding negotiations, all in connection with a request from the Baumann's for a license to allow their existing house and dock to continue to encroach onto town property. Trustee Schoenherr seconded the motion. Upon a vote called by Town Clerk Carrell, the motion passed unanimously.

Town Attorney Krob announced that the Board had concluded the executive session, confirmed that only authorized individuals were present and that the discussion remained within the approved scope, and stated that the Board would return to open session to continue discussion of the item.

14. Items of Discussion

A. Discussion and Possible Action on Public Property Encroachment Agreement – Baumann Property

Town Attorney Krob reported that the Board is not yet close to an agreement but has reviewed the draft encroachment agreement and the applicant's correspondence. He stated that the Board requires a survey of both the subject property and the adjacent Jones parcel before proceeding. Additional considerations include addressing parking on Town property and evaluating appropriate timeframes. He noted that the standard 30-day enforcement provision may not be suitable in this case, and the Board may consider alternatives, including a longer notice period or potential property conveyance, pending further information. He also stated that no dock expansion would be permitted, and any decisions regarding the dock would be subject to further discussion.

15. Future Items for Consideration

- To be determined.

16. Adjourn Meeting

Trustee Causseaux moved to adjourn the meeting, seconded by Trustee Miller. Town Clerk Carrell called for a vote; the motion passed unanimously.

This meeting of the Board of Trustees was adjourned at 8:56 PM.

(Attest)

Alayna Carrell, Town Clerk

Christina Bergquist, Mayor