



GRAND LAKE BOARD OF TRUSTEES WORKSHOP AND MEETING MINUTES

Monday, October 27, 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

Mayor Bergquist called the Board of Trustees meeting to order at 6:36 P.M. in the Town Hall Board Room.

2. Pledge of Allegiance

Mayor Bergquist led the Pledge of Allegiance.

3. Announcements

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

4. Roll Call

Mayor Bergquist, Mayor Pro-Tem Sobon, Trustees Arntson, Causseaux, Schoenherr, Town Manager Kudron, and Town Clerk Carrell were present.

Trustee Causseaux motioned to excuse Trustee Miller and Trustee Mills absence from tonight's regular meeting. Trustee Arntson seconded the motion, and Town Clerk Carrell called for a vote.

Trustee Schoenherr	Aye
Trustee Arntson	Aye
Trustee Causseaux	Aye
Mayor Pro-Tem Sobon	Aye
Mayor Bergquist	Aye

5. Conflicts of Interest

None.

6. Mayor's Report

Mayor Bergquist began her report by noting that the town has entered a quieter period, with many businesses temporarily closed for seasonal breaks or preparing for the upcoming winter. She described the calm as a welcome change following what he called one of the most difficult few weeks since becoming mayor. Mayor Bergquist reaffirmed her deep commitment to the town and its residents, emphasizing the importance of vision, patience, and listening, especially in a small and close-knit community like Grand Lake. She acknowledged that there are wounds within the community that need healing and expressed hope that the process of reconciliation can begin soon.

The mayor reiterated her dedication to open communication and transparency, stating that she remains available to all residents, business owners, and board members for any concerns, needs, or ideas. She stressed that accountability starts with her and that effective communication is essential for maintaining trust and progress in the community. Mayor Bergquist concluded by encouraging both the board and the public to join her in fostering honesty, openness, and mutual respect as Grand Lake moves forward together.

7. Manager's Report

A. October 27, 2025

Activities & Events Recap

- I attended the Colorado Rural Small Communities Workshop on October 16, 2025. My presentation is attached for your review.
- The Town hosted a 'Fire Circle' presented by KFFR on Wednesday. Among the speakers were Congressman Joe Neguse, Commissioner Merrit Linke, and the Fire Chief.

Department Notes

- Admin
 - The Cemetery closed for the season on October 15th to burials. The Cemetery Committee meeting will be held October 29th, 2025
 - Planning is underway for the Holiday Dinner. Hold the Date December 5, 2025
 - Planning is underway for a new employee manual and employee review process
 - Admin/Billing support interviews are beginning this week
- Finance
 - Budget Public Hearing will be November 10, 2025 with Budget Approval either the 10th or 25th depending on direction from the Board.
 - Interviews have begun for the current Treasurer vacancy
- Code Enforcement
 - While most of the bears have left, scavengers are still raiding trash. Keep things locked.
 - Right of Way work is done for the season. There are still two projects finishing this week and an emergency electric trench scheduled as well.
 - Permit requests have slowed down. We are achieving good compliance with construction work.
 - STR enforcement continues. Some corrective letters include fines of several hundred dollars.
- Planning
 - There are several projects in predevelopment. The Commission and Board will continue to be updated as update on those specific project updates

- The Downtown Business District overlay continues to move forward. Ayres continues to move forward with clarification for upcoming Board action
- The local Planning Capacity grant will be using contract services to develop the Town's required affordable housing strategy compliance documentation for the next 30-60 days.
- Public Works
 - Winter equipment is being prepared for snow season. New couplers are being put on the loaders to ensure effective use during the snow. Additionally, one loader requires new rims and tires for good winter use. A quote is forthcoming.
 - The Grand Ave bridge refurb is complete. Metal flashing has been added to the top of that surface as well.
 - Parks
 - All irrigation lines have been winterized and parks maintenance complete .
 - The Skating hut and Park rink are being readied for the winter season
 - The public docks have been removed from the shore and placed by Point Park. Thanks to Trustee Arntson and Roger Claes for your assistance in this project.
 - The boat ramp will be removed the 1st week of November.
- Grand Lake Center
 - Pickleball has returned. After a season outdoors – pickleball is back
 - The CDT Camp program is considered a great success. More hikers than ever came through Grand Lake and spent time here too.
- Marketing/Events/Community Engagement
 - The Town will be posting for a Marketing Manager shortly. It is a part of the Town's planned increase in Marketing and Visitor Center operations
 - Ghosts and Gourds was this past Saturday. This annual event brings in locals and visitors for a spooky day of fun
 - Tree lighting is November 28th this year.
- Intergovernmental
 - The Fall QQ agenda is included. Trustees are encouraged to participate in committees and groups such as this that benefit our Town with information, trending topics and grant opportunities.
 - November Mayor Managers Commissions meeting will be held November 17th. Please let me know if you are interested in attending. The final Three Lakes Technical Committee was held October 20, 2025. The full report is available for review
- Water Department
 - All summer water has been turned off.
- Marina
 - Marina is winterized. Water and services turned off for the winter

- Lance has decided to retire. He has been the 1st Mate at the Marina for several years and worked with Public Works in the Winter. Lance is planning to spend his retirement in Florida. Thanks for all you've done Lance!
- The Crestliner Boat is scheduled to be posted for sale this week. Be sure to pass the word. Best sealed bid will win.
- Pay as You Throw
 - We purchased a pallet of Pay as you Throw bags to support continued sales
 - For 2026, the enterprise is hoping to bring some public recycling options to Town.
- Space to Create
 - The Makers Space will begin to take shape next week. Assembly has been scheduled
 - Foundations have been poured and set.
 - Our grant contributions have been revised to accommodate our new project scope.

Upcoming Items of Interest

- Budget Public Hearing November 10, 2025
- Marquee sign discussion November 10, 2025

Upcoming Event Highlights:

- Election Day is November 4, 2025
- 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 10, 2025

8. Public Comments (Limited to 3 Minutes)

Kirsten Heckendorf, 846 Lake Avenue- Mrs. Heckendorf inquired whether the town could implement measures to hold individuals accountable for horse droppings left in public areas.

9. Consent Agenda

A. Accounts Payable- October 27, 2025

B. Meeting Minutes- October 13, 2025

Mayor Pro-Tem Sobon motioned to approve the consent agenda for October 27, 2025. Trustee Causseaux seconded the motion, and Town Clerk Carrell called for a vote.

Trustee Schoenherr	Aye
Trustee Arntson	Aye

Trustee Causseaux	Aye
Mayor Pro-Tem Sobon	Aye
Mayor Bergquist	Aye

10. Items of Discussion

1. Consideration of Resolution 47-2025, a Resolution Setting Certain Fees for a New Special Event for Colorado Aerolabs "Seussical" Event on November 13, 2025, Through November 15, 2025, With Rehearsal Dates (Exhibit A)

Town Clerk Alayna Carrell presented information regarding Resolution 47-2025, which addresses fees for a new special event hosted by Colorado AeroLab and Upstage Youth Theatre Collective (UYT) for their production of “*Seussical the Musical*” scheduled for November 13–15, 2025, including rehearsal dates. The production will bring Dr. Seuss’s stories to life with a modern, inclusive approach and a focus on imagination and community. Colorado AeroLab is a nonprofit educational organization providing hands-on STEM learning opportunities for K-12 students across Colorado, with an emphasis on aeronautics, while UYT is a newly formed youth theater program designed to provide sustainable performance and technical training opportunities for local students.

Town Clerk Carrell noted that the organizations requested waivers for the \$250 special event permit fee, as well as rental fees for the Community House (\$4,500) and AV equipment (\$3,300), citing their nonprofit status. She reviewed the criteria for approval under Municipal Code 11-6-3(C), including event type, hours, neighborhood compatibility, community impact, anticipated staff and equipment costs, benefits to nonprofits and local businesses, duplication of services, and past event issues.

From a fiscal perspective, the Board previously waived a \$250 special event permit fee for Colorado AeroLab’s Flotilla event earlier in 2025.

Crystal McDougall and and were present for questions.

Trustee Arntson made a motion to approve Resolution 47-2025, a resolution setting certain fees for a new special event for Colorado Aerolabs “Seussical” event on November 13, 2025, through November 15, 2025, with rehearsal dates (exhibit A). Trustee Schoenherr seconded the motion. Town Clerk Carrell called the vote:

Trustee Causseaux	Aye
Trustee Arntson	Aye
Trustee Schoenherr	Aye
Mayor Pro-Tem Sobon	Aye
Mayor Bergquist	Aye

2. QUASI JUDICIAL (PUBLIC HEARING) – Sketch Review of a Preliminary Plat for eight lots located at 120 County Road 663, commonly referred to as the Ruger Subdivision.

Emily Weber from Ayres Associates presented a sketch review for a preliminary plat of eight residential lots, known as the Ruger Subdivision, located at 120 County Road 663. The applicant, Mike Ruger, proposes to subdivide a 4.88-acre parcel into lots ranging from 0.39 to 1.01 acres. The property is zoned single-

family residential, high density, and is north of West Portal Road. The parcel is currently undeveloped and was recently annexed into the town, with the annexation agreement allowing up to nine lots. The agreement also noted that the access road would likely remain unpaved due to the critical water infrastructure beneath it, though stormwater improvements would be required for drainage.

Ms. Weber explained that the subdivision process involves three steps—sketch, preliminary, and final plat—and that tonight’s discussion is a high-level, informal review. All proposed lots meet the minimum lot area, frontage, and setback requirements, though steep slopes (over 30% discouraged, over 40% prohibited) must be considered during development. The town’s land dedication requirement (7% of gross land) will be met through a trail easement along the county road, and the inclusionary zoning requirement mandates that one lot be dedicated to the town, proposed as Lot 8.

The Planning Commission previously reviewed the sketch, supporting the land dedication and discussing grading and site logistics. The applicant has also indicated potential interest in maximizing the nine lots permitted under the annexation agreement. Next steps include a preliminary plat submittal, which will require detailed drainage plans, additional studies, and full compliance with town code regarding signatures, dedications, and certifications. Ms. Weber emphasized that no formal recommendation is needed at the sketch phase, and the purpose of the meeting is to provide feedback and identify potential issues for preliminary and final review.

During the discussion on the Ruger Subdivision sketch review, participants examined the site conditions, access easements, and development feasibility for the proposed residential lots. Town Manager Kudron shared observations from walking the property, noting that while there are eight buildable spaces, several lots may require creative design solutions such as lower-level or detached garages due to topography. The member invited others to view the site with the owner’s permission to better understand the terrain and potential building envelopes.

Applicant Mike Ruger clarified that Lot 3 includes an existing dirt road and formal easement providing access to adjacent property owned by Bill Mueller. The easement is 20 feet wide and includes a liability clause requiring Mueller to maintain insurance until the road is accepted by the town, at which point that responsibility would transfer. Ruger mentioned the possibility of creating a ninth lot south of the easement, within the parameters allowed by the annexation agreement. The board and staff discussed correcting a map labeling error (County Road 663 was mislabeled as 633) and considered the implications of road dedication and maintenance responsibilities as the parcel transitions from county to town jurisdiction.

Town staff noted that the road would remain unpaved in accordance with the annexation agreement due to underlying critical water infrastructure, though

stormwater improvements will still be required. Broader policy questions were raised about the town's long-term roadway strategy, including whether all residential roads should eventually be paved or only primary ones. The group also discussed potential parking challenges, emphasizing that on-street parking would not be permitted once homes are built, given the limited right-of-way, trail placement, and drainage areas. Some suggested that a few small public parking spaces could be added near the intersection with Portal Road if necessary.

Utility infrastructure was also discussed. Participants noted the presence of water, gas, and sewer lines beneath or near the road, with some uncertainty about why the nearby water plant is not connected to the sewer line. Staff emphasized the importance of identifying all utilities and grading conditions during the preliminary plat phase, including submission of slope and building envelope plans to ensure compliance with the town's development standards and slope limitations.

Mr. Ruger explained his vision for the subdivision, describing it as a "mountain rustic" neighborhood of mid- to high-end homes designed to fit the natural terrain. He plans to build one or two homes for his family, retain a few lots, and possibly sell or develop others to help offset infrastructure costs. He stated that the goal is to minimize the need for variances and to maintain high-quality, cohesive design across the site. Some blasting may be required for utilities and foundations, and Mr. Ruger committed to coordinating closely with the town to protect existing water infrastructure.

The meeting concluded with appreciation for the applicant's collaboration and on-site research, with staff reiterating that the feedback provided will help guide adjustments to lot layouts, building envelopes, and infrastructure planning as the project advances to the preliminary plat stage.

11. Future Items for Consideration

To be determined.

12. Adjourn Meeting

Trustee Causseaux moved to adjourn the meeting, and Mayor Pro-Tem Sobon seconded. Town Clerk Carrell called for a vote. All were in favor.

This meeting of the Board of Trustees was adjourned at 7:45 PM.

(Attest)


Alayna Carrell, Town Clerk




Christina Bergquist, Mayor