



GRAND LAKE BOARD OF TRUSTEES WORKSHOP AND MEETING MINUTES

Monday, January 12, 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 6:02 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, Miller, Town Manager Kudron, and Town Clerk Carrell were present.

Trustee Causseaux moved to excuse the absences of Trustee Mills and Schoenherr from the regular meeting. Trustee Miller seconded the motion, and Town Clerk Carrell called for a vote.

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

5. Conflicts of Interest

None.

6. Mayor's Report

Mayor Bergquist wished everyone a Happy New Year and expressed enthusiasm for the year ahead. She noted several upcoming events and emphasized the importance of continued freezing temperatures and snowfall for their success. She shared that she would be attending the Colorado Mayors Conference in Denver on Thursday and Friday, marking her first time at the conference, and expressed hope that it would provide valuable knowledge to better serve in her role as mayor.

7. Manager's Report

A. January 12, 2026

Activities & Events Recap

- The Christmas Holiday season, while absent much of the snow we are accustomed to drew visitors, locals and our second home population into Town for the spirit of the season and our ever-present hospitality.
- Everyone who I spoke with raved at the annual New Years fireworks celebration. Lake conditions didn't allow for a lake shoot, but the show didn't disappoint. Many revelers enjoyed the fact that it wasn't below zero when they watched.
- The Ice rink in Town Square Park has been filled and is frozen. It has been open since Christmas weekend.
- Holes will be drilled at the lake rink to test thickness on the 12th. We will begin snow removal and flooding, if conditions allow.

Department Notes

Admin

- Water billing is being completed this week. It is a smaller run without summer meters.
- Staff is in the process of digitizing all the Town's historic mylars. This will help to remove much of the clutter in the planning office.

Finance

- Final 2026 budget documents will be filed with the State at the end of January. Our annual audit is scheduled to begin the first week of March with Dazzio & Associates.
- Our ERP integration process is beginning. Town staff was introduced to the Open GOV implementation team in late December. I will keep you up to date on the process as it moves along.

Code Enforcement

- STR enforcement has uncovered many locations that were not compliant either through a lack of system knowledge by the homeowner or not being current in their license payments. Our CEO has been able to get many of these STRs into compliance the past 30 days.

Planning

- Ayres is beginning to plan for workshops with the Planning Commission regarding 2026 code changes. As the Commission addresses items of confusion or concern within the code, the Board will hear their recommendations throughout the year.

- *There is an opening on the Grand Lake Planning Commission. A full commission ensures the best representation possible.*
- Grand Lake Transit continues to develop our routes and times. The next scheduled meeting is January 21, 2026
- The Next scheduled Planning Commission meeting is January 21, 2026

Public Works

- Logan Cross has been promoted to the position of Public Works Director. We received five applications and Logan's qualifications stood out among all candidates. Congratulations Logan!
- Several Town wayfinding signs were stolen on January 6, 2026. The theft was reported to authorities and replacements are completed.
- The Pitkin House remediation is completed. Town staff will complete the walls and other minor repairs.
- The Town's new PoleCat snowmaker has arrived. Training has been setup and sessions with nearby users (Winter Park, Granby Ranch) have been initiated.

Grand Lake Center

- Pickleball is in full swing at the Center. Crystal reports every day is a busy day this month!

Marketing/Events/Visitor Center/Communications

- Katie Hearsum has been promoted to the position of Marketing and Communications Manager. She brings a wealth of experience from her career in public relations and advertising as well as her deep knowledge of our community. Katie recently celebrated her six-year anniversary with the Town. Congrats to Katie!
- The Visitor Center continues to operate 5 days a week as scheduled. Some staff members will become cross trained in both Visitor Center and GLC desks to ensure continuity of operations when team members are out.
- Katie continues to meet our marketing partners to ensure an effective transition to the Town's marketing direction.

Intergovernmental

- I attended the Wildfire Action Plan meeting in Winter Park last month. The County has been working on prioritization of resources should another wildfire event occur in our area. Tactics include recognition of fire/flood/slide potentials and protections to critical infrastructure.
- The 1st bi-monthly Mayor Manager Commissioners meeting was held in Winter Park on January 12, 2026.
- Our next Transit Meeting is scheduled for January 21, 2026

- CO Aerolab has been awarded a grant from the Grand Foundation to investigate ways to make day care and after school viable in our part of the county. The Town is cooperating as much as possible on the endeavor.
- The Three Lakes Watershed Association on behalf of the Town has been awarded a grant of \$1.273m to complete implementing the Town's west side storm water management plan.
- The Town participated in a second-round interview for a Colorado Energy Office Accelerator Grant. Antero has been supporting the efforts of a \$995,000 grant to provide final mile transportation, wayfinding and trail implementation for public access to the many trails, activities and neighborhoods within the community.
- The Town did not receive an award from the Department of Transportation's Safe Streets for All program. While the notification was disappointing, it should be noted that no applications from Colorado were awarded in the \$953m distribution (the only state to receive no funding)
 - I will be attending Colorado Preservation Inc.'s Saving Places 2026 February 11-13, 2026 in Denver.

Water Department

- A service line on Park Ave ruptured on January 9, 2026. Flow-reduction efforts have been implemented, and repairs are expected to begin on the 12th.
- Well 2 pump failed again on January 6, 2026. A replacement was completed on January 6, 2026. Four pumps have failed. All have been warranty coverage.
- Meter reads for Q4 2025 have been completed as of January 7, 2026. Billing is expected to be sent out the 3rd week of this month.

Marina

- We have done repairs for two trailers
- The Crestliner Boat has been sold to the highest bidder. Plans are being made for them to pick it up.
- Our Pontoon trade ins have been successfully transferred to Denver.

Pay as You Throw

- Normal Operations

Space to Create

- Makers Space continues to progress. Much of the framing inside the Makers Space has been completed. Wall insulation is complete. Siding continues

- Modules are in production. Residential siding has been delivered.
- Budget remains solid. The project gap is being discussed in terms of remaining owners contingency.

Upcoming Event Highlights:

- Happenings at the House: January 12, 2026 Grand Lake Community House. Special guest Don Wall. Come hear ‘Turtle’ tell his personal tales of Grand Lake
- January 23-25, 2026: Three Lakes Fishing Tournament
- January 31, 2026 – Pond Hockey Classic
- January 29-31, 2026: Youth Theater at the Community House.
- February 7, 2026: Winter Carnival. Get your Viking on!
- February 14, 2026: Flight for Life Poker Run
- February 21-22, 2026: Tightline Outdoors Fishing and Education Weekend
- February 28-March 1, 2026 Grand Lake Skijor

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

Next Board Meeting: January 26, 2026

8. Public Comments (Limited to 3 Minutes)

None.

9. Consent Agenda

A. Accounts Payable- January 12, 2026

B. Meeting Minutes- December 8, 2025

Mayor Pro-Tem Sobon motioned to approve the consent agenda for January 12, 2026. Trustee seconded the motion, and Town Clerk Carrell called for a vote.

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

10. Financial Review

A. January 12, 2025

Presented by Nichole Kirkpatrick, contracted CPA.

11. Items of Discussion

A. 2026 Town of Grand Lake Municipal Election

Presented by Town Clerk Carrell.

B. Consideration of Designation of Posting Notices of Public Meetings

Presented by Town Clerk Carrell.

Trustee Arntson moved to designate the Grand Lake Post Office and Grand Lake Town Hall as the official public locations for posting notices of public meetings of the Town of Grand Lake, with such notices to be posted at least twenty-four (24) hours prior to all public meetings, in accordance with Colorado Revised Statutes § 24-6-402(2)(c). Mayor Pro-Tem Sobon seconded the motion. Town Clerk Carrell called for the vote.

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

C. Consideration to Approve a Permit Application and Report of Changes Regarding the Modification of Premises Submitted by Sagebrush BBQ & Grill

Presented by Town Clerk Carrell.

Trustee Miller motioned to approve the permit application and the report of changes regarding the modification of premises submitted by Sagebrush BBQ & Grill. Mayor Pro-Tem Sobon seconded the motion, and Town Clerk Carrell called for a vote.

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

D. Grand Lake Trailgroomers Request for Event Funding- Grand Lake Skijoring Event

Prior to discussion of this item, Mayor Pro-Tem Sobon disclosed a conflict of interest due to his service on the Trail Groomers board, which had not been disclosed at the beginning of the meeting, and recused himself from discussion and voting.

Cameron Stone, Grand Lake Trail Grooming- Mr. Stone thanked the Town for its long-standing financial support of Grand Lake Trail Groomers and provided an overview of snowcat grooming services required for the 2026 Skijoring event. He explained the conditions necessary for a successful track, including adequate snowfall, snow transport and processing, and proper formation and grooming of skier and horse track features along Main Street.

Mr. Stone outlined the services to be provided, including track formation, grooming, and maintenance from Wednesday, February 25 through Sunday, March 1, weather permitting. He noted that the 2026 track will be longer than in prior years and include additional features, resulting in increased grooming time.

He presented a request for \$4,800 for approximately 24 hours of snowcat services at \$200 per hour, excluding fuel, and noted that the Town has offered to cover fuel and a required insurance rider, \$1,600. He also explained that snowcat transportation costs may be incurred if access through Rocky Mountain National Park is unavailable, with any unused transportation funds to be returned to the Town.

Mr. Stone highlighted the economic benefits of the Skijoring event to the community, discussed increased operational costs facing the organization, and emphasized that the requested funding would be reinvested locally. He concluded by thanking the Board for its consideration and offering to answer questions.

Trustee Arntson motioned to approve event funding in the amount of \$6,400.00 to the Grand Lake Trailgroomers for track maintenance associated with the Skijoring event. Trustee Causseaux seconded the motion, and Town Clerk Carrell called for a vote.

Trustee Miller	Aye
Trustee Arntson	Aye
Trustee Causseaux	Aye
Mayor Pro-Tem Sobon	Abstain
Mayor Bergquist	Aye

E. Consideration to Approve Resolution 01-2026, Approving Updates to the Town of Grand Lake's Pay/Salary Grades and Job Classifications

Presented by Town Manager Kudron.

Mayor Pro-Tem Sobon motioned to table "Item E", Resolution. 01, 2026, approving updates to the Town of Grand Lake's salary. Trustee Causseaux seconded the motion, and Town Clerk Carrell called for a vote.

Trustee Miller	Aye
Trustee Arntson	Aye
Trustee Causseaux	Aye
Mayor Pro-Tem Sobon	Aye
Mayor Bergquist	Nay

F. LEGISLATIVE- Ordinance 01-2026 - Board of Trustees Discussion and Decision on the Proposed Town Code Text Amendments Regarding the Central Business District and Applicable Design Standards

Presented by Emily Weber, Ayres Associates. Ms. Weber presented a continuation of the proposed text amendments to the Central Business District and associated design standards, following prior Planning Commission and Board discussions. She explained that the amendments are intended to reinforce the historic Western character of downtown Grand Lake, clarify existing code language, and provide clearer guidance for the development review process.

Ms. Weber summarized revisions made since the December 8, 2025, meeting, including changes to permitted exterior materials, clarification of setback measurements, revisions to pedestrian connectivity and weather-protection standards, exceptions to certain commercial parking requirements, roofline and pitched-roof standards, removal of window mullion requirements, and reduction of subjective language where feasible. She also reviewed related code amendments incorporating the updated design standards into the Central Business District regulations. She noted the item is an ordinance requiring Board action and offered to answer questions.

Ms. Weber clarified the definition of a gable roof element within the proposed design standards and confirmed that shed roofs are not permitted. She referenced prior discussions regarding gable roof treatments at 900 Grand Avenue, including the use of gable wedges to break up rooflines. In response to questions, Ms. Weber confirmed that gable elements may be incorporated in various ways, including over windows or entrances, and clarified that shed roofs are not allowed, whether applied to the full building or limited to boardwalk areas

Mayor Pro-Tem Sobon motioned to approve Ordinance 01-2026, amending Town Code Sections 12-2-26, 12-7-2, 12-7-3, and 12-7-4 regarding the Central Business District and Applicable Design Standards including the amendment with regards to the gable roof. Trustee Miller seconded the motion, and Town Clerk Carrell called for a vote.

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

G. QUASI JUDICIAL (PUBLIC HEARING)- Sketch Review of a Development Application for a 3story Mixed-Used Building Located at 900 Grand Avenue. The Proposal Consists of Ground Floor Commercial and Two Residential Units

Emily Weber, of Ayres Associates, presented a sketch plan review for a proposed three-story mixed-use development at 900 Grand Avenue, consisting of a ground-floor commercial space with two residential units above. The project is proposed by 900,000 LLC and was previously reviewed through a minor development application that was not approved.

Ms. Weber explained that the applicant returned through the sketch plan process to obtain feedback prior to submitting a preliminary and final development application. Revisions to the proposal include shifting the building closer to the front property line to address setback requirements and an existing easement, expanding the commercial space, and reducing the number of residential units. She reviewed preliminary renderings depicting building setbacks, a front gable element at the primary entrance, a partially covered boardwalk extension, covered parking, and proposed exterior materials. Ms. Weber noted that no formal action was requested and that the purpose of the discussion was to provide direction to the applicant.

Mayor Bergquist opened the public hearing. No public comment was received.

Will Wallesen, 2011 County Road 5- The applicant, summarized updates made to the proposal in response to recently adopted and pending Central Business District design standards. He stated that the project has been revised to comply with updated code requirements, including street wall ratios, maximum setbacks, covered commercial entrances, continued boardwalk frontage, and third-story setbacks. Mr. Wallesen noted that the building complies with height and massing standards, incorporates gabled roof elements and Western architectural detailing, includes covered boardwalk areas at commercial entrances, and will add additional windows to meet code requirements. He also stated that parking and garage access from the alley are intended to meet functional standards.

Following Board discussion, Ms. Weber confirmed that no formal recommendation was required and that the applicant's questions had been addressed.

H. QUASI JUDICIAL (PUBLIC HEARING)- Resolution 02-2026 – Final Plat and Final Development Plan for a New Mixed-Use Commercial and Residential Development Known as the Leatherwood Project, Located at 1016 Grand Avenue and 1001, 1005, and 1007 Lake Avenue

Josh Olhava, Ayres Associates, introduced Resolution No. 02-2026 for approval of the final plat and final development plan for the Leatherwood Project, located at 1016 Grand Avenue and 1001, 1005, and 1007 Lake Avenue. He explained that the property is currently zoned and used for commercial purposes and is proposed for a multi-story mixed-use redevelopment within the Central Business District.

Mr. Olhava stated that the final development plan includes approximately 2,600 square feet of commercial office space and 22 residential units, an increase from the preliminary plan, with a mix of one-, two-, and three-bedroom units. The project provides on-site parking for residential units accessed from the alley and utilizes on-street parking credits along Grand, Garfield, and Lake Avenues to serve commercial uses.

He explained that revisions were made in response to feedback from the Board of Trustees and Planning Commission, including adjustments to building placement, massing, and site layout. The project provides approximately 32% open space, consisting of landscaped green areas, common open space between buildings, boardwalks, and covered boardwalk areas intended for outdoor seating and display. Mr. Olhava noted that Lake Avenue is intended to remain a pedestrian-oriented cut-through corridor.

Mr. Olhava also provided historical context, noting that the review process began in December 2024, and referenced exhibits illustrating the Grand Avenue and Lake Avenue façades. He concluded by describing the project as part of a phased redevelopment effort designed to balance mixed-use development, architectural variety, and cohesive site design.

Jim Kreutzer, the developer, and Gabe Bellowe, of MA Studios, provided an overview of a six-phase redevelopment project along Lake Avenue, outlining the phased timeline, building locations, heights, and proposed mixed-use components, including commercial space, residential units, a restaurant, parking garages, and outdoor amenities. Design considerations discussed included breaking up building massing, varying architectural materials, and providing distinct character for individual buildings while maintaining a cohesive overall development. Mr. Kreutzer also reviewed construction sequencing, anticipated demolition and remodel phases, and logistical considerations such as worker housing and equipment storage, and indicated an intent to proceed with the project as conditions allow.

Trustee Miller motioned to approve Resolution 02-2026, a resolution approving a final plat and final development plan for a new mixed-use commercial and residential development known as the Leatherwood project, located at 1016 Grand Avenue and 1001, 1005, and 1007 Lake Avenue. Trustee Arntson seconded the motion, and Town Clerk Carrell called for a vote.

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

12. Future Items for Consideration

-Pay/Salary Grades & Job Classifications

13. EXECUTIVE SESSION PURSUANT TO C.R.S. § 24-6-402(4)(e) TO DETERMINE POSITIONS RELATIVE TO MATTERS SUBJECT TO NEGOTIATIONS, DEVELOPING STRATEGY FOR NEGOTIATIONS, AND INSTRUCTING NEGOTIATORS REGARDING GRAND LAKE

Trustee Causseaux motioned to move into executive session pursuant to C.R.S. 24-6-402(4)(e) to determine positions relative to matters subject to negotiations, developing strategy for negotiations, and instructing negotiators regarding Grand Lake. Trustee Arntson seconded the motion, and Town Clerk Carrell called for a vote, and the motion passed unanimously.

The Board reconvened in open session following executive session. Town Manager Kudron stated that the discussions held during executive session were in accordance with C.R.S. § 24-6-402(4)(e).

14. Adjourn Meeting

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

This meeting of the Board of Trustees was adjourned at 10:00 PM.

(Attest)


Alayna Carrell, Town Clerk




Christina Bergquist, Mayor